

**IN THE SUPERIOR COURT OF CHEROKEE COUNTY  
STATE OF GEORGIA**

**MATTER OF: LEAVES OF ABSENCES  
(U.S.C.R. 16)**

**STANDING ORDER**

The following is a standing order in the Blue Ridge Judicial Circuit and a copy of this order shall be returned in response to all requested leaves of absence.

All leaves of absence delivered to the judge for signature prior to the tenth day after service on the opposing party (the fifth day if served personally) and all leaves of absence to the extent that such leave exceeds three months from the date of request are hereby denied and dismissed.

Except in cases specially set for trial/hearing by the trial judge (which must be addressed by motion for continuance), all other leaves of absence unopposed in writing within the time specified in the Uniform Superior Court Rules are hereby granted.

In the event a leave of absence is opposed in writing within the appropriate time, the requesting party shall bring the matter before the assigned judge or judges within 10 days of notice of opposition by appearance or conference call. Upon failure to do so, the request shall be denied and dismissed.

Motions for leave of absence and orders granting or denying same shall not be filed with the case and shall not be considered "of record." They shall be retained by the Clerk of Court in a chronological file only by date of request. They shall be retained for two calendar years and thereafter discarded. (For example: A motion for leave requested on Nov. 1, 1994 will be placed in the 1994 Leave File even if the leave extends into 1995. The 1994 file will be discarded after January 1, 1997.)

Any party wishing to have such documents made part of the record in any given case shall file a motion to that effect within the two years.

**SO ORDERED, this 6th day of January, 1995.**

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**Frank C. Mills, III, Chief Judge  
Blue Ridge Judicial Circuit**

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**C. Michael Roach  
Blue Ridge Judicial Circuit**